

Iowa Board of Nursing
RiverPoint Business Park
400 SW 8TH St., Suite B
Des Moines, IA 50309-4685

Iowa Board of Nursing Notification and Approval of
Nursing Education Materials

655 IAC, Chapter 2

2.15(2) ***Special reports.*** The program shall notify the board of the following:

- a. Change of controlling institution. Information shall include official name of the program(s) and controlling institution, organizational chart of the controlling institution, and names of administrative officials.
- b. Changes in administrative personnel in the program or controlling institution.
- c. Opening of a new site or campus.

2.15(3) ***Changes requiring board notification and approval.*** The program shall submit nine copies of a proposed change for board approval at least three weeks prior to the next scheduled board meeting when the outcome will:

- a. lengthen or shorten the course of study
- b. Add or delete academic credit in a course required for graduation.
- c. Add or delete a course required for graduation.
- d. Alter graduation requirements.
- e. Reduce the human, physical or learning resources provided by the controlling institution to meet program needs as described in rule 2.7(152).
- f. Substantively alter the philosophy/mission of the program.
- g. Revise the predominant method of instruction or delivery, including transition from on-site to self-study or distance learning.
- h. Entail delivery of a cooperative program of study with an institution that does not provide a degree in nursing.
- i. Increase the number of student admissions by 20 percent or more.

These rules are intended to implement Iowa Code section 152.5 and chapter 152E.

Information to include when submitting materials, if applicable:

1. Nature of the request
2. Rationale for revision and/or addition or deletion of a course
3. Course syllabus
4. Proposed date of implementation

***Nine copies of materials should be submitted to the board office at least three weeks before a regularly scheduled board meeting.**

A representative of the program is encouraged to attend the meeting to address the board.